



THRIFT SAVINGS PLAN CATCH-UP CONTRIBUTION ELECTION

TSP-1-C

Use this form to start, stop, or change your election to make “catch-up” contributions to your TSP account. You are eligible to make catch-up contributions **if you are age 50 or older** (or you will become age 50 during the calendar year for which you are making this election), **and** you are already contributing either the maximum TSP contribution percentage or a dollar amount which will result in reaching the IRS elective deferral limit by the end of the year. (See back of form.) Catch-up contributions will be taken from your basic pay each pay period; they are in addition to your regular TSP contributions.

Before completing this form, read the information on the back. Type or print all information. **Return the completed form to your agency personnel office.** Your agency will return a copy to you after completing Section IV.

Note: Your catch-up contributions will be invested according to your most recent contribution allocation. (See instructions.)

I. INFORMATION ABOUT YOU

1. _____
Name (Last) (First) (Middle)
2. _____
Street Address City State Zip Code
3. _____ - _____
Social Security Number
4. (_____) _____ - _____
Daytime Phone (Area Code and Number)
5. _____
Office Identification (Agency and Organization)

II. START OR CHANGE YOUR CATCH-UP CONTRIBUTIONS

(You must be in pay status.
See back of form.)

To start or change your catch-up contributions, complete Items 6, 7, and 8. Use a whole dollar amount. (See additional instructions on the back of the form.)

6. ☐ I elect to contribute \$_____.00 per pay period. This election will continue until:
- the end of the calendar year; or
 - I reach the annual limit for catch-up contributions; or
 - I submit a new election to stop or change these contributions.

I certify that I have already elected to make regular TSP contributions up to the maximum amount allowed by the IRS and TSP plan rules. I understand that my catch-up contributions are in addition to my regular TSP contributions.

7. _____
Participant's Signature
8. ____/____/____
Date Signed (mm/dd/yyyy)

III. STOP YOUR CATCH-UP CONTRIBUTIONS

To stop your contributions, complete Items 9, 10, and 11.

9. ☐ I want to stop making catch-up contributions to my TSP account. I understand that I must make a new election to resume these contributions.

10. _____
Participant's Signature
11. ____/____/____
Date Signed (mm/dd/yyyy)

IV. FOR EMPLOYING OFFICE USE ONLY

12. _____
Payroll Office Number
13. ____/____/____
Effective Date (mm/dd/yyyy)
14. _____
Signature of Employing Office Official
15. ____/____/____
Receipt Date (mm/dd/yyyy)
16. _____
Remarks

PRIVACY ACT NOTICE. We are authorized to request this information under 5 U.S.C. chapter 84. Executive Order 9397 authorizes us to ask for your Social Security number, which will be used to identify your account. We will use the information you provide on this form to process your TSP election. This information may be shared with other Federal agencies for statistical, auditing, or archiving purposes. In addition, we may share the information with law enforcement agencies investigating a violation

of civil or criminal law, or agencies implementing a statute, rule, or order. It may be shared with congressional offices, private sector audit firms, spouses, former spouses, and beneficiaries, and their attorneys. We may also disclose relevant portions of the information to appropriate parties engaged in litigation. You are not required by law to provide this information, but if you do not provide it, we will not be able to process your request.

ORIGINAL TO PERSONNEL FOLDER
Provide a copy to the employee and to the payroll office.

Form TSP-1-C (8/2003)

INFORMATION AND INSTRUCTIONS

GENERAL INFORMATION

Catch-up contributions are in addition to your regular TSP contributions. Therefore, if you are not already contributing the maximum amount allowed (according to TSP and/or IRS elective deferral limits, specified below) through your regular TSP contributions, you must elect to contribute the maximum amount before you are eligible to make catch-up contributions. This election **will not** affect your regular TSP contributions.

You may start, stop, or change your catch-up contributions at any time. (Open season dates do not apply to catch-up contribution elections.) Your election will stay in effect subject to the conditions in Section II below. You must make a new election for each calendar year.

You do not receive matching contributions from your agency for any catch-up contributions.

Your catch-up contribution election will be effective the first full pay period after your agency receives it. Contributions will be invested according to your most recent contribution allocation. (If you wish to change your contribution allocation, you may do so on the TSP Web site at www.tsp.gov, the ThriftLine at (504) 255-8777, or Form TSP-50, Investment Allocation.)

SECTION I

Complete all items in this section.

SECTION II

The IRS and Thrift Savings Plan limits for regular TSP contributions and catch-up contributions are presented below:

Year	Regular TSP Contribution Limits		Catch-Up Contribution Limit	
	TSP Limit			IRS Limit
	FERS	CSRS		
2003	13%	8%	\$12,000	\$2,000
2004	14%	9%	\$13,000	\$3,000
2005	15%	10%	\$14,000	\$4,000
2006 and thereafter	Limits eliminated		\$15,000	\$5,000

Deductions will be made from your basic pay in the dollar amount you indicate. However:

- (1) Catch-up contributions will stop when you have reached the maximum allowable dollar amount for the calendar year.
- (2) The catch-up contribution amount you specified cannot exceed the amount of your pay after all other required deductions have been made. (Required deductions include voluntary deductions or allotments, including regular TSP contributions and TSP loan payments.)
- (3) Your catch-up contributions will **not** continue into the next calendar year.

You are not eligible to make catch-up contributions if you are in nonpay status or if you are ineligible to make TSP contributions because you have made a financial hardship in-service withdrawal within the last 6 months. If you have elected to make catch-up contributions and you subsequently enter a noncontribution period, deductions will stop. Contributions will **not** automatically restart. You must make a new election when your noncontribution period ends.

You may stop your catch-up contributions at any time by submitting a new form TSP-1-C to your agency indicating your election to stop (Section III).

You must sign this section or your request to start or change your catch-up contributions will be rejected.

SECTION III

If you choose to stop your catch-up contributions, you must complete and sign this section. Your election should be effective the first pay period after your agency receives it. You can restart your catch-up contributions at any time, subject to the conditions above.

SECTION IV

In Item 15, enter the receipt date. This is the date that a **properly completed** form is received by the agency personnel office; if the form has not been properly completed, it should be returned to the employee.